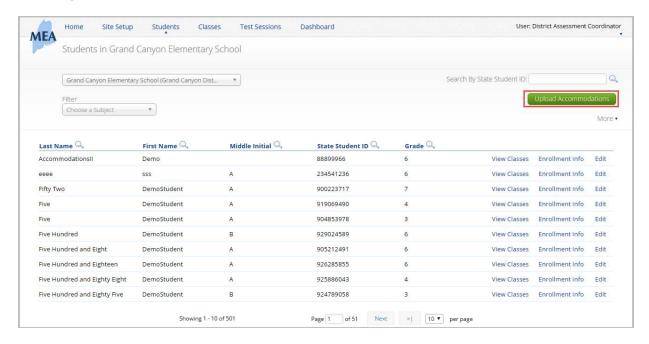
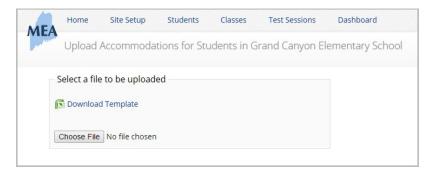
2017 eMPower Testing Times Math & ELA/Literacy Grades 3-8 Accommodations Upload Feature Quick Start

As of the beginning of the spring 2017 administration, users may upload accommodations in bulk via the Upload Accommodations feature within the Students tab. For more details, please see 2017 MEA Portal User Guide pages 32-37.



Click the Upload Accommodations button to open the Accommodations Upload page. From here, you may either download the accommodations upload template, or choose a previously created CSV file.

Clicking the Download Template link will download the correct file template needed to upload accommodations.



The Accommodations Upload template contains one column for the student ID number followed by a column for each accommodation. Enter a "1" to assign an accommodation to a student, a "0" to remove an assigned accommodation, or leave the cell blank to make no changes to a student's accommodation assignment.

	А	В	С	D	Е	F
1	State Student ID	Text-to-Speech Writing	Text-to-Speech Mathematics	Color Contrast	Turn off all universal tools	Scrib
2	900223717	1	1	1	1	
3	919069490	0	0			
4	904853978					
5	929024589	1			0	
-						